INSTALLATION INSTRUCTIONS

WALL PASS THRU UNITS – TOP VAULT

Tools and Materials that may be required:

- 4, 3/8" X 2 1/2" Rounded Head Bolts with Flat/Locking Washers and Nuts.
- 4, 10/32" X 1/2" Machine Screws [Provided With Optional Hold – Sold Separately].
- Framing Materials (2 x 4's, shims, flashing, etc.).
- Framing Tools (hammer, saw, square, level, etc.)
- ½ inch open/box end wrench or socket set and screw driver set.
- Other tools/materials may also be necessary depending upon actual installation

Installation Procedure:

1. Determine the location of the unit. Contact your local post office and/or courier service(s) before installing the unit to ensure its correct placement and height.

   General Installation: Wall Pass Thru units may be installed in finished or unfinished walls (such as a garage wall). IMPORTANT NOTE: If installation is intended for a finished wall, it is very important to consult with licensed professionals. Finished walls may conceal electrical, plumbing or other elements that may be hazardous requiring licensed professional installation.

   Other installations such as pillars or gated entryways may require a mason or ironworker. Always consult with a professional prior to installing your wall-mount unit.

   After unit placement and height is determined (**allowing for package drop hold, if also being installed now, or in the future**), cut a 14 5/8"W x 17 5/8"H hole in the wall. The wall-mount unit must be properly framed and anchored to the structure (proper framing may include the following: square, level, shims, etc).

2. After proper framing, install top unit (security-drop door) and position unit in its new frame. Determine depth of unit (example: flush mount with the walls exterior siding or allowing for trim work, if any). Drill four 3/8" holes where indicated by the four square holes located in the front door frame of the unit and install four rounded head bolts (3/8" X 2 1/2" rounded head bolts) with flat/locking washers and nuts so that the washers and nuts are on the frame side of the unit (If properly installed, only the top of the round head bolts may be visible from the outside when the security-drop door is opened). Note: Additional shimming may be necessary for proper leveling and fit.

3. Check installation for airways and gaps that may require insulation, flashing, sealing and/or trim work.

4. Install optional package drop hold (if purchased) with seven machine screws and speed nuts (4, 10/32" X 1/2"). Install speed nuts in TOP VAULT by aligning with holes, sliding material into speed nut opening until speed nut holes are directly aligned with top vault holes [If properly installed, screws will pass through bottom hold up and through speed nuts installed in top vault]. Depending on actual installation, it may be necessary to properly anchor the package drop hold unit to the structure. It is recommended that the package drop hold be installed so that it sits on a flat sold surface.

NOTE: Do not veneer security-drop door or alter the weight of the door mechanisms in any way. Doing so may cause the door mechanisms to malfunction.

IT IS IMPORTANT TO CONSULT WITH LICENSED PROFESSIONALS WHEN INSTALLING WALL-MOUNT UNITS IN EXISTING OR FINISHED WALLS. **WARNING: FINISHED WALLS MAY CONCEAL ELECTRICAL WIRING, PLUMBING AND/OR OTHER HAZARDOUS ELEMENTS.**

(unit diagram including dimensions on the back)